

DBHDS Bridge Funding Guidelines

What is Bridge Funding?

In October 2013, Virginia approved limited funding as a part of the plan to support individuals transitioning, according to the “Community Move Process” available on the Department of Behavioral Health and Developmental Services (DBHDS) website, from Southside Virginia Training Center (SVTC) and Northern Virginia Training Center (NVTC) to the community. Funds support the planning and move of these individuals to their own homes or to a provider home licensed by the DBHDS. Bridge Funding may be provided:

1. **Prior to discharge** *for those individuals who will reside in their own home or a provider home licensed by DBHDS of any size; or*
2. **Post-discharge** *for those individuals who will reside in a provider home licensed by DBHDS or their own home (as specified below).*

Bridge Funds are State General Funds and will provide flexibility not currently available through existing federal or state programs. Bridge funding availability is retroactive from October 1, 2013 based upon provider application and approval of DBHDS. **Bridge Funding may NOT be used to purchase goods or services which may be funded through Medicaid or any other means at the time that funding is provided.** Bridge Funding may NOT be used to supplement transitional services currently available through the Money Follows the Person (MFP) Program and the Intellectual Disability Waiver.

Determinations as to whether or not to grant an application and provide Bridge Funds are at the sole discretion of DBHDS.

How Can Bridge Funding Be Used?

Bridge Funding may be used in a variety of ways to support individuals and to offer providers the flexibility to blend currently funded services with the Bridge funded supports to develop and implement individual plans of supports. The various types of Bridge Funding are described below:

Prior to discharge, supports such as, but not limited to, the following may be funded:

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Modifications and Equipment – These include home and vehicle modifications, assistive technology, and durable medical equipment *not currently available through other funding sources*.

Additional Staff Training – This training includes extensive, specialized, and individualized training to address the unique needs of the individual while preparing for transition from SVTC or NVTC to a specific community provider; training is essential to ensuring the individual's safe transition.

Post-Discharge Supports will be available after discharge from SVTC or NVTC and support a wider variety of community housing options in the following ways:

Room and Board Subsidies – Funding may be used to pay for verified room and board costs *that exceed the amount available through other sources* (SSI, SSA, etc.) for individuals living in provider homes licensed by DBHDS or individuals' own homes. [Federal regulation against funding through Medicaid at 42 CFR 441.310(a)(2).]

General/Overnight Supervision – When an individual receiving Congregate Residential Supports requires the presence of a staff member apart from a specific safety reason, these funds may be used to pay for the general/overnight supervision. [State regulation against funding general supervision through Medicaid at 12VAC30-120-1020 J.2.c]

Off-Site Supervision – Funding may be used to support an individual receiving Congregate Residential Support who requires out of home care, such as hospitalization, each calendar year. Supervision may include assisting the individual when out of the residence to ensure that the individual's needs are understood by a provider/hospital. [Federal regulation against funding through Medicaid at 42 CFR 441.301(b)(1)(ii).]

Nutritional Supplements – Funding is available to pay for needed dietary supplements and special foods that do not meet the criteria for sole source of nutrition but are nevertheless required to support the health and weight of an individual residing in either a provider home licensed by DBHDS or his/her own home and *which are not available through current funding sources*. [See 12VAC30-50-165 (A), (M) for the definition of "sole source" or nutrition.]

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Infrastructure Grants for Residential Providers- These grants are to be used by providers licensed by DBHDS to strengthen internal processes and programming to avoid and/or mitigate circumstances that place an individual receiving services at risk of harm. Funds may be used in the following manner: 1) to develop or enhance training provided to direct support professionals; 2) to create continuous quality improvement programs; 3) to develop community integration initiatives to implement the new CMS Home and Community Based setting (HCBS) requirements; 4) to establish mentoring teams to support direct support professionals with identifying and addressing risks of harm to individuals receiving services; and 5) to upgrade assistive technologies that are used and needed by multiple individuals.

Extended Medical Supports – Funding may be used for private duty nursing for continuous nursing needs provided by a registered nurse (RN) or licensed practical nurse under the supervision of an RN to an individual living in a provider home licensed by DBHDS or his/her own home. [Private duty nursing is not currently an ID Waiver service. [See 12 VAC 30-120-1020 A. For purposes of the Technology Assisted Waiver, which includes private duty nursing, "private duty nursing" means individual and continuous nursing care provided by a registered nurse or a licensed practical nurse under the supervision of a registered nurse.]

Applied Behavioral Analysis – Funding may be used when an individual residing in a provider home licensed by DBHDS or his/her own home has behavioral needs requiring direct therapy/interventions to ensure the safety of the individual or others. In order for an individual to receive funding for applied behavioral analysis, such supports must be provided by a Board Certified Behavioral Analyst. [Applied Behavior Analysis (ABA) is not an ID Waiver service listed in 12 VAC 30-120-1020 A. ABA is not a component of crisis stabilization as described in 12 VAC 30-120-1020.D.]

Infrastructure Grants for Employment, Prevocational or Day Support Providers - These grants are to be used by providers licensed by DBHDS to strengthen internal processes and programming to avoid and/or mitigate circumstances that place an individual receiving services at risk of harm. Funds may be used in the following manner: 1) to develop or enhance training provided to direct support professionals; 2) to create

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continuous quality improvement programs; 3) to develop community integration initiatives to implement the new CMS Home and Community Based setting (HCBS) requirements; 4) to establish mentoring teams to support direct support professionals with identifying and addressing risks of harm to individuals receiving services; and 5) to upgrade assistive technologies that are used and needed by multiple individuals;

How Can a Provider Access Bridge Funding?

- **Application** – An application, signed by the individual or his authorized representative, and cost analysis must be developed by the Personal Support Team, in conjunction with the provider, and submitted to the Community Integration Manager (CIM) for processing. The application shall include: a detailed program budget, staffing allocation plan; individual essential needs information; time line for provision of supports including an estimated start date, and a minimum of two price quotes for any home modifications. A copy of the “Discharge Plan and Discussion Record,” as well as a proactive crisis prevention plan to address any identified risk areas, must be attached. The application shall include consent of the individual/AR for review of his health records by DBHDS for purposes related to obtaining non-Medicaid funding under Virginia's Bridge Funding program.
- **Review** – The CIM shall forward a completed application package to DBHDS for review by the DBHDS Assistant Commissioner for Developmental Services or his designee to determine that the items requested to be funded are eligible for Bridge Funding and that the requested items may not be funded by Medicaid or any other funding sources. The Assistant Commissioner will make a decision on the application package and provide his decision to the CIM within 3 working days of his receipt of a completed application package. The CIM shall notify the individual and his authorized representative and the provider of the decision within 3 business days of the receipt of the decision from the Assistant

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Commissioner. If Bridge Funding has been approved, the CIM shall work with the provider to execute a Bridge Funding Agreement.

- **Status Categories** – Approved, Denied, or Pended for More Information.
- Applications shall be denied if the Assistant Commissioner determines in his sole discretion that:
 - Items requested to be funded are not eligible for Bridge Funding;
 - Items requested to be funded may be funded by Medicaid or another source; or
 - Bridge Funding funds have been expended.
- For applications that are denied, DBHDS shall provide a written notice to the individual, his authorized representative, and the provider stating the reason(s) for the denial and the process for requesting a reconsideration of the decision.
- If an application is denied, the individual, authorized representative, or the provider may submit a written request for reconsideration to the Assistant Commissioner within 10 days of the date of the written notice of the denial. The Assistant Commissioner shall provide an opportunity for the person requesting reconsideration to submit for review any additional information or reasons why Bridge Funding should be approved as requested. The Assistant Commissioner, after reviewing all submitted materials, shall render a written decision on the request for reconsideration within 15 days of receipt of the request for reconsideration. The decision of the Assistant Commissioner shall be binding. Further review may be sought in accordance with the Virginia Administrative Process Act, Virginia Code § 2.2-4000 *et seq.*

How Can Providers Receive Bridge Funding Payments?

- **Bridge Funding Agreement** - Once an application for Bridge Funding is approved, the provider and DBHDS shall execute a Bridge Funding Agreement.
- **Home and Vehicle Modifications & Staff Training** - Providers will be reimbursed after completion of modifications and/or training before discharge.

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- Provider will be required to submit a written statement stating the modification has been completed prior to reimbursement.
- **Assistive Technology and Durable Medical Equipment** -- Funding will be distributed directly to the vendor for purchase of approved items up to 3 months prior to the individual's discharge.
 - **Post Discharge Supports** – Funding will be distributed to reimburse providers on a monthly basis following the provision of services. Once an individual has been discharged, providers shall send proof of expenditures to the DBHDS Office of Finance and Budgeting by the 15th day of each month in which reimbursement is being requested.

Provider Commitment

- **Proactive Crisis Prevention Planning** – For all applications, the provider shall develop and submit a plan to identify and address potential challenges/crises, as well as both proactive and reactive strategies that will be implemented to ensure continued and appropriate delivery of supports to individual(s).
- **Provider Commitment** – A provider receiving Bridge Funds to support an individual shall support that individual for a minimum of 12 months unless the individual chooses to receive services from another provider or the provider becomes unable to meet the individual's needs. The provider must utilize all available interventions and technical assistance resources provided by DBHDS before recommending that the individual locate to another residence. If the provider is not able to fulfill its commitment to support the individual for a minimum of 12 months, DBHDS may request return of and recoup all Bridge Funds used for any home or vehicle modifications. However, if the individual or his AR chooses to receive services from another provider or if the provider will make the home/vehicle modifications funded with Bridge Funds available to

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another individual exiting a training center and the provider has addressed, through approved corrective action, any citations of violations of the *Rules and Regulations for Licensing Providers by the Department of Behavioral Health and Developmental Services*, 12 VAC 35-105, and the *Rules and Regulations to Assure the Rights of Individuals Receiving Services from Providers Licensed, Funded, or Operated by the Department of Behavioral Health and Developmental Services*, 12 VAC 35-115, DBHDS will not seek recovery of the Bridge Funds provided for those modifications. In the event that an individual is relocated, all adaptive equipment purchased specifically for the individual using Bridge Funds shall accompany him/her to the next residence.